# **School Facilities**





#### **Publishing Information**

School Facilities was developed by the School Facilities Planning Division, California Department of Education, and was published by the Department, 721 Capitol Mall, Sacramento, California (mailing address: P.O. Box 944272, Sacramento, CA 94244-2720). It was distributed under the provisions of the Library Distribution Act and Government Code Section 11096

© 1997 by the California Department of Education All rights reserved

ISBN 0-8011-1294-X

#### **Ordering Information**

Copies of this publication are available for \$11.75 each, plus shipping and handling charges. California residents are charged sales tax. Orders may be sent to the Bureau of Publications, Sales Unit, California Department of Education, P.O. Box 271, Sacramento, CA 95812-0271; FAX (916) 323-0823. See the back of this book for complete information on payment, including credit card purchases. Prices on all publications are subject to change.

A partial list of other educational resources available from the Department appears at the back of this book. In addition, an illustrated *Educational Resources Catalog* describing publications, videos, and other instructional media available from the Department can be obtained without charge by writing to the address given above or by calling the Sales Unit at (916) 445-1260.



### Contents

Introduction	V
Acknowledgments	vi
School Safety and Security	1
The Challenge of Providing Safe and Secure Facilities	1
School Safety—A Top Priority	
Designing or Retrofitting a School for Safety	3
Entrances, Doors, and Controlled Access to Campuses	4
Windows	6
Visibility	7
Traffic Patterns and Parking Areas	7
Play and Sports Areas	
Landscaping	9
Fencing and Gates	9
Exterior Lighting	9
Lavatories	10
Environmental Design Features	11
Visitor Control and Access	12
Specialized Sites	12
Selected Resources	12
Publications	12
Videotapes and Electronic Media	
Resource Centers	
Standards for School Lighting	19
Research-Based Design Recommendations	19
Suggestions	21
Glossary	23
Contacts and Resources	24

Clean Schools Standards	25
Promoting School and Community Pride	25
Contact and Resources	27
Publications	27
Technology Resources Available on Internet Web Pages	28
Comprehensive Technology Planning	28
Integration of Technology into the Curriculum	29
Staff Development	31

# Acknowledgments

Ellen Aasletten School Facilities Planning Division California Department of Education

Michelle Collins School Facilities Planning Division California Department of Education Henry Heydt School Facilities Planning Division California Department of Education



#### Introduction

The Challenge calls for us all—students, parents, educators, and communities—to embrace a simple but powerful concept: that we measure success by gains in student achievement based on standards.

—Delaine Eastin State Superintendent of Public Instruction

t is the policy of the State Board of Education that all students in the public schools have the right to attend school on campuses that are safe and secure. The Board believes that the first step toward safer schools is the development of a comprehensive plan for school safety by every public school and district in the state. The Board intends that plans for safe schools be developed cooperatively by parents, students, teachers, administrators, counselors, and community agencies, including local law enforcement, and approved by each district's governing board.

Providing a school environment that is orderly and purposeful, where students and staff are free to learn and teach without threat of physical or psychological harm, should be a major goal of everyone with a stake in our public school system, not just the State Board of Education. The standards set forth in this publication are provided to assist planners in designing or retrofitting schools to be such environments.

Safe schools have proactive security systems and procedures, emergency response plans, and timely maintenance programs. Their campuses and classrooms present clean and attractive appearances. School pride, a feeling of affiliation, support and recognition for positive behavior, and a sense of community all combine to make for safer schools and optimum learning environments.

pg. viii blank